

Eligibility Category Patient Count Report and Your 2018 VFC Enrollment

Any provider that has used KSWebIZ for a minimum of 3 months in 2017 is allowed to use the *Eligibility Category Patient Count Report* to help you estimate your enrollment numbers for 2018.

Here is how to quickly run this report:

- Click on *Reports* in the Main Menu of KSWebIZ.
- Go down to *Coverage Statistics* section of reports and click on *Eligibility Category Patient Count Report*.
- If you have multiple clinics for your provider, make sure you select *ALL* in the *Clinic* box dropdown.
- In the *Vaccination Date Range* boxes, put **01/01/2017** in the *FROM* box and **12/31/2017** in the *THROUGH* box.
- Select *PDF* as the *Output Type*.
- Select the *Run Report* box.

The screenshot shows a web form for generating a report. At the top, a text box displays 'Provider/Clinic : KDHE IMMUNIZATION PROGRAM (3000), KDHE IMMUNIZATION PROGRAM-C1'. Below this is a dropdown menu with the text 'SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE' and a close button (X). The 'Vaccination Date Range' section is marked with a red asterisk. It contains two date pickers: 'From: 01/01/2017' and 'Through: 12/31/2017'. Below the dates, the 'Output Type' section has two radio buttons: 'PDF' (selected) and 'EXTRACT'. To the right of the radio buttons is a 'Delimiter:' label followed by a small input box containing a vertical bar '|'. At the bottom right, there are two buttons: 'Run Report' (dark blue) and 'Cancel' (light grey).

For those who have used KSWebIZ for the entire 2017 year, **TRANSFER** the numbers as shown on report. Those who have used KSWebIZ for less than a year, please use the following chart to calculate your enrollment numbers:

Months Using Registry	Multiplier
0-3	Do not use this report
3	multiply numbers by 4
4	multiply numbers by 3
5	multiply numbers by 2.4
6	multiply numbers by 2
7	multiply numbers by 1.715

Months Using Registry	Multiplier
8	multiply numbers by 1.5
9	multiply numbers by 1.333
10	multiply numbers by 1.2
11	multiply numbers by 1.091
12+	use exact numbers from report

The KSWebIZ Program also offers a detailed view of the *Eligibility Category Patient Count Report*. This detailed view is an extract and lists the Patient ID and specified VFC Eligibility at the time of vaccination.

Here is how you can quickly run the detailed version of this report:

- Click on *Reports* in the Main Menu of KSWebIZ.
- Go down to *Coverage Statistics* section of reports and click on *Eligibility Category Patient Count Report*.
- If you have multiple clinics for your provider, make sure you select *ALL* in the *Clinic* box dropdown.
- In the Vaccine Date Range boxes, put **01/01/2017** in the *FROM* box and **12/31/2017** in the *THROUGH* box.
- Select *EXTRACT* as the *Output Type*.
- Remove the current text in the *Delimiter* text box and input a comma.
- Select the *Run Report* box.
- Your results will display in an Excel spreadsheet.

The screenshot shows a web form for generating a report. At the top, a text box displays 'Provider/Clinic : KDHE IMMUNIZATION PROGRAM (3000), KDHE IMMUNIZATION PROGRAM-C1'. Below this is a dropdown menu with the text 'SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE' and a close button (X). The 'Vaccination Date Range' section is marked with a red asterisk. It contains two date pickers: 'From: 01/01/2017' and 'Through: 12/31/2017'. Below the date pickers, the 'Output Type' section has two radio buttons: 'PDF' (unselected) and 'EXTRACT' (selected). To the right of the radio buttons is a 'Delimiter:' label followed by a text box containing a comma (,). At the bottom right of the form are two buttons: 'Run Report' (dark blue) and 'Cancel' (light gray).

If you have any questions regarding this report, you may contact the Immunization Helpdesk for assistance.

Phone: 877-296-0464

Email: kdhe.immunizationregistry@ks.gov

For all other questions regarding your 2018 VFC Enrollment you may contact your VFC Regional Consultant.